

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, OCTOBER 7, 2020**

**1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**

The Sauk Centre City Council met in a Regular Meeting on Wednesday, October 7, 2020 at 6:30 p.m. due notice being given thereof. Present were Council Members Joe Fuechtmann, Diane Kelly, Keith Johnson and Heidi Leach. Also present was City Administrator Vicki Willer, Public Works Supervisor Clink, City Planner Morton and City Engineer Yapp. Acting Mayor Leach presided thereat. Mayor Stone was absent.

**2. APPROVAL OF AGENDA**

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the agenda, with changes. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Johnson and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

**3. APPROVAL OF MINUTES**

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve the September 16, 2020 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Johnson and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

**4. PUBLIC OPEN FORUM (Comments Limited to 3 Minutes)**

None.

**5. PUBLIC HEARINGS**

Acting Mayor Leach opened the Public Hearings and read the Public Hearing Procedure.

a. Unpaid City /Utility Service Bills.

At the Council's September 2, 2020 regular meeting, they called for a hearing to be held on October 7, 2020 to consider the assessment of unpaid utility and service bills.

State Statute allows for the City to apply certain unpaid bills or service charges against property taxes.

The Council was presented with the listing of proposed assessments in the amount of \$2,749.33.

Acting Mayor Leach called three times for persons to speak in favor or opposition. None spoke. See 7a.

b. Proposed Assessment for 2020 Improvement Project.

Keith Yapp and Chuck Boser, City Engineers, reviewed the following:

- Project location
- Goals accomplished:
  - Water Main
    - Replacement of aging infrastructure from the 50's
    - Increase capacity and fire flow
  - Sanitary Sewer
    - Replacement of aging infrastructure from the 50's
  - Storm Sewer
    - Increased to 10 year capacity of system on north Elm St.
    - Increased inlet capacity on north Elm St.
    - Increase quality of storm water runoff into Sauk Lake
  - Streets
    - Replacement of aging/deteriorating roadway
    - Remnants of old granite curb on S. Elm St.
- Major Project Scope Modifications:
  - Elm St. S. – Intersection, travel corridor and pedestrian route improvements on S. Elm St. and Grove Lake St. Increased vehicle and pedestrian safety.
  - Elm St. N & Lake St. – Increased street width on Lake St. from 29' to 32' face to face to accommodate parking on one side. Also included a pedestrian route extension and loop connection with sidewalk improvements on N. Elm St.
- Elm St. S. Final Assessment Rate Comparison and Final Assessment Summary with a total section project cost of \$617,494.60.
- Elm St. N. and Lake St. Final Assessment Rate Comparison and Final Assessment Summary with a total section project cost of \$629,245.17.
- The total amount assessed for the project is \$422,051.89.

Acting Mayor Leach called for persons to speak.

Gail Felling – 543 Lake St. N. Ms. Felling stated that her hydroseeding was just complete and was curious if they needed to do anything for it. Boser responded stating that it is important to water and fertilize the seeding in the spring.

Dana Boschee – 519 Elm St. S. Mr. Boschee discussed the following:

- Stated that on June 10<sup>th</sup> he met with the General Contractor to upgrade his private lines. That person stated that he was not interested in his crew completing the work for the upgrade, but a subcontractor could work together on it. Without notice, the third week of July his yard was dug up with no attempt to replace his sewer.
- Stated that the way the landscaping was finished did not make sense to him. He was told there was a two-step process (1. Black dirt 2. Grading) to landscaping and did not feel that the two steps were complete.

Boschee asked the following questions:

- What is the new sewer stub charge?

- \$20,000 intersection modification – was curious how those costs were disbursed. Boser stated that those were disbursed through the street assessment rate as those are largely street costs. Street is assessed per lineal foot of street footage per property.
- What is the sidewalk warranty? Boschee was informed that the warranty is two years.
- Can payment be included with property taxes? City Administrator Willer stated that this is not included on 2020 taxes – but it can be paid at City Hall.
- If Boschee chose to upgrade sewer lines, he asked for assurance that he would not be charged an assessment to open the road to do so.
- Does interest accrue over 10 years? City Administrator Willer states that if the Council approved a development deferral, it will not be assessed until developed or sold.
- Boschee officially objected to assessment.

City Engineer Yapp stated that if there are items people are concerned about, it is advised that they send the list to them.

Kent Tengwall – 503 Elm St. S. Tengwall discussed the following:

- nothing was said about the mature trees being removed. He asked whose responsibility is it to replace the lost trees.
- His sidewalk was raised 8” and they put a utility box in his yard, which he does not appreciate looking at.
- Questioned if he will accrue interest on his assessment. Council responded that he would at 4% interest.

Boser noted that Tengwall’s assessment has been reduced for the curb deduction for 5<sup>th</sup> Street.

Acting Mayor Leach called for additional persons to speak in favor or opposition. The Public Hearing was closed. See 7c.

## **6. REPORTS/PRESENTATIONS**

a. City Engineer Boser reported the following:

- Seeding complete 10.07.20
- Within the week work will begin on manhole castings
- Final touches are being complete on curb boxes

b. Removed from agenda.

c. The EDA met on Wednesday, October 7<sup>th</sup> and discussed the following:

- Received report from Sauk Centre Opportunities with a potential development in the Industrial Park including TIF

- Received report from Sauk Centre Chamber of Commerce
- Revisited the offer for a portion of the Unger Property
- Received Letter of Intent to purchase entire Unger Property
- Recommending Council approval of Round 2 of CARES business relief payments. See 7f
- Reviewed potential development of Information Center property. Meeting with Stearns County set for 10.08.20

## **7. ACTION ITEMS**

- a. See 5a.

Approval of Resolution 2020-80 will cause the formal Certification of Special Assessments for Unpaid Utilities and Service Fees according to the Public Hearing.

The assessment includes a \$100 administrative fee that is certified along with the invoice to the County. The Council has historically waived that fee when the property owners pays the invoice prior to certification. Certification to be mailed to the County on November 15, 2020.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Resolution No. 2020-80, Resolution Adopting Assessment Roll for Unpaid City and Utility Service Charges and to waive the Administrative Fee if paid before November 15, 2020. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Johnson and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

- b. On January 2, 2020 the Sauk Centre Public Utilities repaired a sewer service line at the home of Sherrie J. Hartigan. The repair included digging and installing a new sewer line and replacing the concrete curb and asphalt. These costs were incurred by the Public Utility.

As an alternative to cash payment to the Utility as reimbursement of costs, the owner has requested that the City take payment through an assessment to her property taxes and has signed a waiver which allows the assessment without the need to proceed to public hearing.

The Public Utility has requested that the proposal be approved. Funds will be transferred to the utility as they are collected.

Council Member Fuechtmann introduced Resolution No. 2020-81, Resolution Authorizing Certification of Special Assessment. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Fuechtmann, Johnson, Kelly and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

- c. See 5b. This action is subsequent to the Public Hearing earlier regarding the proposed assessments for the 2020 Improvement Project.

The total amount assessed for the project is \$422,051.89.

A motion was made by Council Member Kelly and was seconded by Council Member Johnson to approve Resolution No. 2020-82, Resolution Adopting Assessment Roll for 2020 Improvement Project, excluding assessment for Dana Boschee. A vote being recorded as follows: For: Council Members Kelly, Johnson, Fuechtmann and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

- d. The 1975 Chevrolet Truck (Steamer Truck) and the Excess 48' X 16' Hangar Door were advertised through online bidding with MinnBid with the successful buyers listed below.

<b>BIDDER</b>	<b>Property</b>	<b>AMOUNT</b>
Bryan Kirchoff	1975 Chevrolet	\$760.00
Henry Koering	Bi-Fold Hangar Door	\$2,200.00

A motion was made by Council Member Kelly and was seconded by Acting Mayor Leach to approve Resolution No. 2020-83, Resolution Authorizing Sale of Excess Property. A vote being recorded as follows: For: Council Member Kelly, Acting Mayor Leach, Council Members Johnson and Fuechtmann. Against: None. Absent: Mayor Stone. The motion passed.

- e. Removed from agenda.
- f. The second round of Grant Requests are recommended for approval.

The first-round totaled        \$116,923.72

The second-round totals:     \$152,889.50

- Mary Olmsheid Agency-Farmers Insurance
- Centre Cleaning
- AB Salon and Massage Amber Bueckers
- Sauk Centre Family Dental
- Advanced Chiropractic
- Isaac's Northstar
- American Tap
- LPW Endeavors, LLC
- Wildflower Nails
- Wax Pot
- Hairstylists on Main
- Gwen's Integrated Healing
- Massage Intuition LLC
- Artistic Image-Marthaler
- Artistic Image-Dirkes

Artistic Image-McNorman  
Midtown Sales/Svc  
M&M Corner Bar  
Next Door Bar

A motion was made by Council Member Fuechtmann and was seconded by Council Member Johnson to approve the second round of payments for the Small Business Relief Grant Program. A vote being recorded as follows: For: Council Members Feuchtman, Johnson, Kelly and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

- g. Pay Request #4 has been received from Breitbach Construction Co. for the 2020 construction project.

Contract Amount	\$954,481.34
Value Completed to Date	\$768,761.40
Amount Earned	\$768,761.40
Less Retainage	<u>-\$38,438.07</u>
Subtotal	\$730,323.33
Less Previously Paid	593,158.52
Failed Tests	860.00
Amount Due this Request	<u><b>\$136,304.81</b></u>

A motion was made by Council Member Kelly and was seconded by Acting Mayor Leach to approve Pay Request No. 4 for \$136,304.81 to Breitbach Construction Co. A vote being recorded as follows: For: Council Member Kelly, Acting Mayor Leach, Council Members Fuechtmann and Johnson. Against: None. Absent: Mayor Stone. The motion passed.

## **8. UNFINISHED BUSINESS**

- a. The City has received its renewal for health insurance for 2020. With this information, the next negotiation meeting with the Labor Unions is scheduled to occur on October 12.

The Committee met on Thursday, October 1, 2020 to review the impact of the insurance and other submittals by the Bargaining Unit and will be presenting its response to the Unit's proposal at that time.

## **9. NEW BUSINESS**

- a. The City has received a petition to detach a portion of Schurman Farms which is a homesite that abuts the farm. Currently, the City/Township line dissects the farm proper with Ag land in each jurisdiction. Stearns County is currently reviewing a proposed plat which will factor the exact boundary expected to be included in the detachment petition.

It is expected that the Council will consider a Resolution in Support at its October 21, 2020 meeting.

## **10. CONSENT AGENDA**

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims - Unpaid Claims	\$362,972.77
	Paid Claims	<u>\$243.82</u>
	Total	<u>\$363,216.59</u>

b. Resolution No. 2020-85 Resolution Accepting Contributions.

Men’s Card Playing Group	\$65.45	Senior Center
Michael & Nancy Noe	\$100.00	Police Dept.
Michael & Nancy Noe	\$100.00	Amb. Dept.
Michael & Nancy Noe	\$100.00	Fire Dept.

c. Gambling Application for Exempt Permit request from the Sauk Centre Sno-Cleats, Inc. for a raffle on March 20, 2021 at American Legion Club.

d. Officer Dean Jungles Advance to Step 5 of the Union Pay Scale effective June 13, 2020.

A motion was made by Council Member Johnson and was seconded by Council Member Kelly to approve the Consent Agenda. A vote being recorded as follows: For: Council Members Johnson, Kelly, Fuechtmann and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

The Council thanked the Men’s Card Playing Group and Michael and Nancy Noe for their donations.

**11. INFORMATIONAL ITEMS**

a. Scrap-Metal Cleanup Day – October 10, 2020 – Sauk Centre Civic Arena Parking Lot

b. Spectrum Lineup Changes

c. Sauk Centre residents will be allowed to vote in person starting Tuesday, October 27, 2020 through election day, November 3, 2020. Sauk Centre Township residents were mailed their ballot.

The City of Sauk Centre is also a designated Absentee Ballot Dropoff Location.

**12. ADJOURNMENT**

A motion was made by Council Member Kelly and was seconded by Council Member Johnson to adjourn the meeting. A vote being recorded as follows: For: Council Members Kelly, Johnson, Fuechtmann and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

With no further business to come before the Council, Acting Mayor Leach adjourned the meeting.

Respectfully submitted,

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Mayor Warren Stone

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City Administrator Vicki Willer